

# **GENERAL GOVERNMENT**

GENERAL GOVERNMENT  
VILLAGE BOARD

**Goal/Responsibility:**

- The Village Board is a 7-person board responsible for all operations of the Village.
- The Board accomplishes this by holding neighborhood meetings, directing staff, and enacting legislation to assist staff.

Budget Summary

	2013 ACTUAL	2014 ESTIMATE	2015 PROPOSED BUDGET	2016 <i>FINANCIAL</i> <i>PLAN</i>
<b>Village Board</b>				
Personal Services	\$37,733	\$37,888	\$37,807	\$37,816
Contractual Services	0	0	0	0
Supplies & Materials	4,746	3,952	7,803	7,924
Capital Outlay	249	0	0	0
<b>Totals</b>	<b>\$42,728</b>	<b>\$41,840</b>	<b>\$45,610</b>	<b>\$45,740</b>

**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>VILLAGE BOARD</b>									
	<u>Personal Services/Wages-Fringe Benefits</u>	37,733	18,958	37,888	37,790	37,807	37,807	17	37,816
						Percent Budget Change		0.04%	0.02%
	<u>All Other Categories</u>	4,995	2,840	3,952	9,120	7,803	7,803	(1,317)	7,924
						Percent Budget Change		-14.44%	1.55%
	<u>TOTAL VILLAGE BOARD</u>	<u>42,728</u>	<u>21,798</u>	<u>41,840</u>	<u>46,910</u>	<u>45,610</u>	<u>45,610</u>	<u>(1,300)</u>	<u>45,740</u>
						Percent Budget Change		-2.77%	0.29%

**VILLAGE OF WESTON  
2015 OPERATING BUDGET REQUEST  
AND 2016 FINANCIAL PLAN  
SUPPLEMENTARY DETAIL SHEET  
FOR STAFFING AND SALARIES**

<b>Department/Office:</b> Village Board	<b>Budget:</b> Village President & Trustees/ Board Retreat
<b>Program:</b> General Government	<b>Submitted by:</b> Loren White

POSITION TITLE	STAFFING						SALARIES & WAGES			
	2014 Current		2015 Prop. Budget		2016 Financial Plan		Approved Budget For 2014	Current Estimate For 2014	Proposed Budget For 2015	Financial Plan For 2016
	Monthly Salary/ Hourly Rate	No.	Monthly Salary/ Hourly Rate	No.	Monthly Salary/ Hourly Rate	No.				
<b>ELECTED</b>										
Village President	\$500	1	\$500	1	\$500	1	\$6,000	\$6,000	\$6,000	\$6,000
Village Trustees	400	6	400	6	400	6	28,800	28,800	28,800	28,800
<b>TOTAL</b>	<b>XXX</b>	<b>7</b>	<b>XXX</b>	<b>7</b>	<b>XXX</b>	<b>7</b>	<b>\$34,800</b>	<b>\$34,800</b>	<b>\$34,800</b>	<b>\$34,800</b>

**VILLAGE OF WESTON  
2015 OPERATING BUDGET REQUEST  
SUPPLEMENTARY DETAIL WORKSHEET FOR  
GENERAL EXPENSE & CAPITAL OUTLAY**

<b>Department/Office:</b> Village Board	<b>Budget:</b> Village President & Trustees
<b>Program:</b> General Government	<b>Submitted by:</b> Loren White

Object Code No.	Description and Justification	Detail Amounts Within Object	Total of Object Code
311	<u>Postage &amp; Box Rental</u> – Weston surveys may be mailed out to a sample of Weston residents in 2015, to monitor taxpayer preferences of Village services. A similar survey was successfully conducted in 2013 with helpful results for the Village Board and Village staff.		\$1,400
324	<u>Municipality/Membership Dues</u> League of Wisconsin Municipalities – (\$2,205 portion paid by General Fund) League of Wisconsin Municipalities – (\$1,425 portion paid by Utility Funds) Marathon County Metro Planning Organization (MPO) – Planning Fees United Way / Life Project South Area Municipalities Business Association (SABA) Miscellaneous / Other Organizations	\$2,205 0 1,250 350 100 265	4,170
325	<u>Conferences/Registration Fees – Village President</u> <u>Conferences/Registration Fees – Village Trustees</u> Provide opportunities for the elected President and Trustees to attend conferences/meetings sponsored by the League of Wisconsin Municipalities and other organizations listed above, of which the Village is a member.		250 150
334/336	<u>Commercial Travel Expenses/Lodging – Village President</u> <u>Commercial Travel Expenses/Lodging – Village Trustees</u> Travel expenses associated with attendance to the above-mentioned conferences/meetings.		464 100
335	<u>Meeting Expenses – Village President</u> <u>Meeting Expenses – Village Trustees</u> <u>Meeting Expenses – Municipality Dues</u> Expenses related to the Village hosting meetings for the South Area Municipalities and other meetings held at the Weston Municipal Center.		60 150 100

**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>VILLAGE BOARD</b>									
<b>BOARD PRESIDENT (51100)</b>									
110	Salaries	6,000	3,000	6,000	6,000	6,000	6,000		6,000
151	Social Security	459	230	459	460	460	460		460
156	Worker's Comp. Ins.	16	7	18	20	16	16		17
172	Employee Awards	159	187	300	160	200	200		200
	<b>Personal Services</b>	<b>6,634</b>	<b>3,424</b>	<b>6,777</b>	<b>6,640</b>	<b>6,676</b>	<b>6,676</b>	<b>36</b>	<b>6,677</b>
225	Telephone	0	0	0	0	0	0		0
	<b>Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
310	Office Supplies	35	0	18	50	50	50		50
312	Outside Printing	8	74	75	50	50	50		50
322	Subscriptions/Books	0	0	0	0	0	0		0
325	Conferences/Regis. Fees	20	0	20	250	250	250		250
334	Commercial Travel Expenses	0	0	0	250	250	250		250
335	Meeting Expenses	10	0	20	60	60	60		60
336	Lodging	0	0	0	250	214	214		213
399	Misc. Other Expenses	0	0	0	0	0	0		0
	<b>Supplies &amp; Materials</b>	<b>73</b>	<b>74</b>	<b>133</b>	<b>910</b>	<b>874</b>	<b>874</b>	<b>(36)</b>	<b>873</b>
	<b>BOARD PRESIDENT</b>	<b>6,707</b>	<b>3,498</b>	<b>6,910</b>	<b>7,550</b>	<b>7,550</b>	<b>7,550</b>	<b>0</b>	<b>7,550</b>
<b>BOARD TRUSTEES (51101)</b>									
110	Salaries	28,800	14,400	28,800	28,800	28,800	28,800		28,800
151	Social Security	2,203	1,102	2,204	2,204	2,204	2,204		2,204
156	Worker's Comp. Ins.	76	32	87	96	77	77		80
157	Education/Training	20	0	20	50	50	50		55
172	Employee Awards	0	0	0	0	0	0		0
	<b>Personal Services</b>	<b>31,099</b>	<b>15,534</b>	<b>31,111</b>	<b>31,150</b>	<b>31,131</b>	<b>31,131</b>	<b>(19)</b>	<b>31,139</b>
290	Purchased Services	0	0	0	0	0	0		0
	<b>Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
310	Office Supplies	44	0	0	200	200	200		200
311	Postage & Box Rental	1,225	0	0	1,400	1,400	1,400		1,400
312	Outside Printing	0	444	449	60	60	60		60
322	Subscriptions/Books	0	0	0	0	0	0		0
325	Conferences/Regis. Fees	30	0	0	150	150	150		150
334	Commercial Travel Expenses	0	0	0	100	100	100		100
335	Meeting Expenses	5	69	70	150	150	150		150
390	All Other Supplies	70	39	0	100	99	99		91
399	Misc. Other Expenses	0	0	0	0	0	0		0
	<b>Supplies &amp; Materials</b>	<b>1,374</b>	<b>552</b>	<b>519</b>	<b>2,160</b>	<b>2,159</b>	<b>2,159</b>	<b>(1)</b>	<b>2,151</b>
721	Contributions to Other Organiz.	0	0	0	0	0	0		0
	<b>Other</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
809	Cap Equip - Computer Equip	249	0	0	0	0	0		0
	<b>Capital Outlay</b>	<b>249</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>BOARD TRUSTEES</b>	<b>32,722</b>	<b>16,086</b>	<b>31,630</b>	<b>33,310</b>	<b>33,290</b>	<b>33,290</b>	<b>(20)</b>	<b>33,290</b>
<b>MUNICIPALITY DUES (51109)</b>									
324	Membership Dues	3,219	2,214	3,300	5,450	4,170	4,170		4,300
326	Advertising	0	0	0	0	0	0		0
335	Meeting Expenses	0	0	0	100	100	100		100
390	Other Supplies - All Other	0	0	0	0	0	0		0
	<b>Supplies &amp; Materials</b>	<b>3,219</b>	<b>2,214</b>	<b>3,300</b>	<b>5,550</b>	<b>4,270</b>	<b>4,270</b>	<b>(1,280)</b>	<b>4,400</b>
	<b>MUNICIPALITY DUES</b>	<b>3,219</b>	<b>2,214</b>	<b>3,300</b>	<b>5,550</b>	<b>4,270</b>	<b>4,270</b>	<b>(1,280)</b>	<b>4,400</b>
<b>BOARD RETREAT (51102)</b>									
288	Speaker Expenses	0	0	0	0	0	0		0
	<b>Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
335	Meeting Expenses	80	0	0	500	500	500		500
	<b>Supplies &amp; Materials</b>	<b>80</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>500</b>
	<b>BOARD RETREAT</b>	<b>80</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>500</b>
<b>VILLAGE BOARD</b>									
		<b>42,728</b>	<b>21,798</b>	<b>41,840</b>	<b>46,910</b>	<b>45,610</b>	<b>45,610</b>	<b>(1,300)</b>	<b>45,740</b>
						Percent Budget Change		<b>-2.77%</b>	<b>0.29%</b>

**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 AMENDED BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>GENERAL GOV'T COMMITTEES</b>									
	<u>Personal Services/Wages-Fringe Benefits</u>	2,668	151	3,015	3,765	3,745	3,745	(20)	3,750
						Percent Budget Change		-0.53%	0.13%
	<u>All Other Categories</u>	196	191	190	285	285	285	0	300
						Percent Budget Change		0.00%	5.26%
	<u>TOTAL GENERAL GOV'T COMMITTEES</u>	<u>2,864</u>	<u>342</u>	<u>3,205</u>	<u>4,050</u>	<u>4,030</u>	<u>4,030</u>	<u>(20)</u>	<u>4,050</u>
						Percent Budget Change		-0.49%	0.50%

**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 AMENDED BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>GENERAL GOVERNMENT COMMITTEES</b>									
<b>BOARD OF REVIEW (51160)</b>									
157	Education/Training	0	0	0	25	25	25		25
	Personal Services	0	0	0	25	25	25	0	25
321	Publication Notices	87	98	100	125	125	125		130
335	Meeting Expenses	84	57	55	85	85	85		85
	Supplies & Materials	171	155	155	210	210	210	0	215
	<b>BOARD OF REVIEW</b>	<b>171</b>	<b>155</b>	<b>155</b>	<b>235</b>	<b>235</b>	<b>235</b>	<b>0</b>	<b>240</b>
<b>FINANCE COMMITTEE (51560)</b>									
105	Salaries-Committee Members	1,160	0	960	1,440	1,440	1,440		1,440
136	Meeting Pay-Clerical	40	0	0	0	0	0		0
151	Social Security	92	0	75	110	110	110		110
152	Wisconsin Retirement	2	0	0	0	0	0		0
154	Health/Dental Insurance	0	0	0	0	0	0		0
155	Life Insurance	0	0	0	0	0	0		0
156	Worker's Comp. Ins.	3	0	5	5	5	5		5
167	Post Employment Health/Disability	1	0	0	0	0	0		0
	Personal Services	1,298	0	1,040	1,555	1,555	1,555	0	1,555
310	Office Supplies	0	0	0	10	10	10		10
311	Postage	25	0	0	40	40	40		50
335	Meeting Expenses	0	0	0	0	0	0		0
390	Other Supplies	0	35	35	0	0	0		0
	Supplies & Materials	25	35	35	50	50	50	0	60
	<b>FINANCE COMMITTEE</b>	<b>1,323</b>	<b>35</b>	<b>1,075</b>	<b>1,605</b>	<b>1,605</b>	<b>1,605</b>	<b>0</b>	<b>1,615</b>
<b>PERSONNEL COMMITTEE (51120)</b>									
105	Salaries-Committee Members	1,080	0	1,440	1,440	1,440	1,440		1,440
136	Meeting Pay-Clerical	160	120	320	480	480	480		480
151	Social Security	95	9	135	147	150	150		150
152	Wisconsin Retirement	11	8	25	34	35	35		35
154	Health/Dental Insurance	19	13	50	100	80	80		80
155	Life Insurance	0	0	0	0	0	0		0
156	Worker's Comp. Ins.	3	1	5	6	5	5		5
167	Post Employment Health/Disability	2	0	0	3	0	0		5
	Personal Services	1,370	151	1,975	2,210	2,190	2,190	(20)	2,195
310	Office Supplies	0	1	0	0	0	0		0
	Supplies & Materials	0	1	0	0	0	0	0	0
	<b>PERSONNEL COMMITTEE</b>	<b>1,370</b>	<b>152</b>	<b>1,975</b>	<b>2,210</b>	<b>2,190</b>	<b>2,190</b>	<b>(20)</b>	<b>2,195</b>
<b>GENERAL GOV'T COMMITTEES</b>		<b>2,864</b>	<b>342</b>	<b>3,205</b>	<b>4,050</b>	<b>4,030</b>	<b>4,030</b>	<b>(20)</b>	<b>4,050</b>
Percent Budget Change								-0.49%	0.50%

GENERAL GOVERNMENT  
VILLAGE ADMINISTRATION

**Goal/Responsibility:**

The Village Administrator manages the overall programs & operations of the Village of Weston in a fiscally responsible manner under the direction of the seven member, elected Village Board. Program creation is based on fitness for use within the Village of Weston and implementation (operation) of such programs must have a minimal budget effect or offsetting revenue streams to maintain a stable property tax levy. Administrator duties include strategic planning, budget oversight, development of policies & procedures for Board consideration, staffing & training, and continuous improvement in day-to-day operations. The Administrator also serves as the Chief Economic Development Officer, Parliamentarian and chief grant writer for the Village.

**Budget Summary**

	2013 ACTUAL	2014 ESTIMATE	2015 PROPOSED BUDGET	2016 FINANCIAL PLAN
<b>Administrator</b>				
Personal Services	\$92,683	\$92,450	\$76,160	\$77,020
Contractual Services	12,129	11,750	11,750	11,750
Supplies & Materials	5,544	21,530	11,350	11,470
Capital Outlay	35	25	0	0
<b>Totals</b>	<b>\$110,391</b>	<b>\$125,755</b>	<b>\$99,260</b>	<b>\$100,240</b>

	2013 Positions (FTE)	2014 Positions (FTE)	2015 Positions (FTE)	2016 Positions (FTE)
Administrator	0.65	1.15	0.65	0.65



**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>ADMINISTRATOR</b>									
	<u>Personal Services/Wages &amp; Fringe Benef</u>	92,683	59,484	92,450	90,090	76,160	76,160	(13,930)	77,020
						Percent Budget Change		-15.46%	1.13%
	<u>All Other Categories</u>	17,708	6,765	33,305	25,200	23,100	23,100	(2,100)	23,220
						Percent Budget Change		-8.33%	0.52%
	<u>TOTAL ADMINISTRATOR</u>	<u>110,391</u>	<u>66,249</u>	<u>125,755</u>	<u>115,290</u>	<u>99,260</u>	<u>99,260</u>	<u>(16,030)</u>	<u>100,240</u>
						Percent Budget Change		-13.90%	0.99%

**VILLAGE OF WESTON  
2015 OPERATING BUDGET REQUEST  
AND 2016 FINANCIAL PLAN  
SUPPLEMENTARY DETAIL SHEET  
FOR STAFFING AND SALARIES**

<b>Department/Office:</b> Administrator	<b>Budget:</b> Administrator
<b>Program:</b> General Government	<b>Submitted by:</b> Daniel Guild

POSITION TITLE	STAFFING						SALARIES & WAGES			
	2014 Current		2015 Proposed Budget		2016 Financial Plan					
	Monthly Salary/ Hourly Rate	No.	Monthly Salary/ Hourly Rate	No.	Monthly Salary/ Hourly Rate	No.	Approved Budget for 2014	Current Estimate for 2014	Proposed Budget for 2015	Financial Plan for 2016
<u>FULL TIME</u>										
Administrator (90%-Village, 5%-Water, 5%-Sewer)	\$7,083	1.00	\$7,583	1.00	\$7,583	1.00	\$85,330	\$85,325	\$91,350	\$91,350
Admin. Assistant	15.00/Hr.	0.50	--	-	--	-	12,350	16,660	-	-
Subtotal		1.50		1.00		1.00	97,680	101,985	91,350	91,350
Subtotal before Wage Distribution to Utility & TIF Funds		1.50		1.00		1.00	97,680	101,985	91,350	91,350
Less: Wages to Water/ Sewer Utility Funds		-0.10		-0.10		-0.10	-8,530	-8,530	-9,136	-9,136
Less: Wages to TIF Funds		-0.25		-0.25		-0.25	-21,330	-21,330	-22,837	-22,837
TOTAL	XXX	1.15	XXX	0.65	XXX	0.65	\$67,820	\$72,125	\$59,377	\$59,377

**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>ADMINISTRATOR</b>									
<b>OPERATIONS (51410)</b>									
101	Salaries - Regular	54,311	30,065	55,465	55,470	59,377	59,377		59,377
120	Hourly Wages	0	15,808	15,660	12,350	0	0		0
125	Temporary Wages	21,220	213	0	0	0	0		0
139	Bonus/Incentive Pay	0	1,000	1,000	0	0	0		0
151	Social Security	5,534	3,530	5,518	5,186	4,542	4,542		4,542
152	Wisconsin Retirement	4,171	3,303	5,049	4,745	4,038	4,038		4,038
154	Health/Dental Insurance	7,904	4,972	8,534	12,166	8,513	8,513		9,006
155	Life Insurance	44	40	62	61	60	60		60
156	Worker's Comp. Ins.	199	83	217	218	160	160		166
157	Education/Training	0	330	1,000	0	0	0		0
164	Employee Health Tests	0	0	0	25	25	25		25
167	Post Employee Health/Disability	330	0	0	424	0	0		371
171	Moving Allowance	0	0	0	0	0	0		0
172	Employee Awards	0	140	1,000	500	500	500		500
199	Less: Recycling Wages/Fringes	(1,030)	0	(1,055)	(1,055)	(1,055)	(1,055)		(1,065)
	<b>Personal Services</b>	<b>92,683</b>	<b>59,484</b>	<b>92,450</b>	<b>90,090</b>	<b>76,160</b>	<b>76,160</b>	<b>(13,930)</b>	<b>77,020</b>
225	Telephone	1,331	909	1,750	1,400	1,750	1,750		1,750
241	Repairs/Maint.-Motor Vehicles	35	0	0	500	0	0		0
249	Sundry Repairs	0	0	0	0	0	0		0
290	Outside Contracted Services	10,763	0	10,000	12,000	10,000	10,000		10,000
	<b>Contractual Services</b>	<b>12,129</b>	<b>909</b>	<b>11,750</b>	<b>13,900</b>	<b>11,750</b>	<b>11,750</b>	<b>(2,150)</b>	<b>11,750</b>
310	Office Supplies	461	489	600	350	500	500		500
311	Postage	0	0	50	50	50	50		50
312	Outside Printing	0	314	500	100	500	500		500
314	Small Equipment	164	457	500	200	500	500		500
322	Subscriptions-News/Periodicals	1,152	920	1,000	500	1,000	1,000		1,000
324	Membership Dues	1,227	1,293	2,500	2,200	2,500	2,500		2,500
325	Conferences/Regis. Fees	615	674	1,000	600	1,000	1,000		1,000
326	Advertising	0	0	0	0	0	0		0
334	Commercial Travel Expenses	156	306	1,440	700	1,500	1,500		1,560
335	Meeting Expenses	555	270	700	750	1,000	1,000		1,000
336	Lodging	381	90	1,000	1,000	1,000	1,000		1,000
351	Maint. Supplies-Gasoline	558	334	1,440	1,400	1,500	1,500		1,560
352	Maint. Supplies-Motor Vehicles	275	184	500	300	0	0		0
390	Other Supplies/Expenses	0	0	300	0	300	300		300
	<b>Supplies &amp; Materials</b>	<b>5,544</b>	<b>5,331</b>	<b>11,530</b>	<b>8,150</b>	<b>11,350</b>	<b>11,350</b>	<b>3,200</b>	<b>11,470</b>
809	Capital Equip. - Computer Equip.	35	25	25	0	0	0		0
	<b>Capital Outlay</b>	<b>35</b>	<b>25</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>	<b>110,391</b>	<b>65,749</b>	<b>115,755</b>	<b>112,140</b>	<b>99,260</b>	<b>99,260</b>	<b>(12,880)</b>	<b>100,240</b>
<hr/>									
<b>VILLAGE NEWSLETTER (51415)</b>									
311	Postage	0	500	4,000	1,350	Moved to Taxpayer Relations in 2015			
312	Outside Printing	0	0	6,000	1,800				
	<b>Supplies &amp; Materials</b>	<b>0</b>	<b>500</b>	<b>10,000</b>	<b>3,150</b>	<b>0</b>	<b>0</b>	<b>(3,150)</b>	<b>0</b>
	<b>VILLAGE NEWSLETTER</b>	<b>0</b>	<b>500</b>	<b>10,000</b>	<b>3,150</b>	<b>0</b>	<b>0</b>	<b>(3,150)</b>	<b>0</b>
<hr/>									
<b>ADMINISTRATOR</b>		<b>110,391</b>	<b>66,249</b>	<b>125,755</b>	<b>115,290</b>	<b>99,260</b>	<b>99,260</b>	<b>(16,030)</b>	<b>100,240</b>
						Percent Budget Change		<b>-13.90%</b>	<b>0.99%</b>

GENERAL GOVERNMENT  
CLERK'S OFFICE

**Goal/Responsibility:**

- The Village Clerk administers licensing for businesses in the Village making sure all businesses comply with State regulations and Village ordinances. The clerk's office organizes all voter registration and elections for the citizens and is responsible for tallying results and reporting to the appropriate agencies.
- The Clerk's office also performs the Human Resource function for the Village. Payroll is processed every two weeks for regular employees and once a month for the paid on call public safety employees. The Clerk also manages employee retirement, medical, dental, and life insurance programs.

**Budget Summary**

	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
<b>Clerk/Personnel/Elections</b>	<b>ACTUAL</b>	<b>ESTIMATE</b>	<b>PROPOSED BUDGET</b>	<b>FINANCIAL PLAN</b>
Personal Services	\$ 156,589	\$ 149,045	\$ 149,915	\$ 163,895
Contractual Services	2,496	4,925	30,325	5,425
Supplies & Materials	5,458	7,830	9,850	12,800
Capital Outlay	0	0	9,000	0
<b>Totals</b>	<b>\$ 164,543</b>	<b>\$ 161,800</b>	<b>\$ 199,090</b>	<b>\$ 182,120</b>

	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
	<b>Positions (FTE)</b>	<b>Positions (FTE)</b>	<b>Positions (FTE)</b>	<b>Positions (FTE)</b>
Clerk's office	2.40	2.37	2.46	2.46

**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>CLERK'S OFFICE /</b>									
	<u>Personal Services/Wages-Fringe Benefits</u>	150,184	86,303	135,355	118,740	141,415	141,415	22,675	135,555
								Percent Budget Change	-4.14%
	<u>All Other Categories + Education/Training</u>	6,819	4,666	5,385	10,965	10,425	10,425	(540)	10,650
								Percent Budget Change	2.16%
	<u>TOTAL CLERK'S OFFICE</u>	<u>157,003</u>	<u>90,969</u>	<u>140,740</u>	<u>129,705</u>	<u>151,840</u>	<u>151,840</u>	<u>22,135</u>	<u>146,205</u>
								Percent Budget Change	-3.71%
<b>HUMAN RESOURCES / ELECTIONS</b>									
	<u>Personal Services/Wages-Fringe Benefits</u>	6,335	3,173	13,590	33,835	8,300	8,300	(25,535)	28,140
								Percent Budget Change	239.04%
	<u>All Other Categories + Education/Training</u>	1,205	3,969	7,470	8,780	38,950	38,950	30,170	7,775
								Percent Budget Change	-80.04%
	<u>TOTAL HUMAN RESOURCES / ELECTIONS</u>	<u>7,540</u>	<u>7,142</u>	<u>21,060</u>	<u>42,615</u>	<u>47,250</u>	<u>47,250</u>	<u>4,635</u>	<u>35,915</u>
								Percent Budget Change	-23.99%
<b>COMBINED - GRAND TOTALS</b>									
	<u>Personal Services/Wages-Fringe Benefits</u>	156,519	89,476	148,945	152,575	149,715	149,715	(2,860)	163,695
								Percent Budget Change	9.34%
	<u>All Other Categories + Education/Training</u>	8,024	8,635	12,855	19,745	49,375	49,375	29,630	18,425
								Percent Budget Change	-62.68%
	<u>COMBINED - GRAND TOTALS</u>	<u>164,543</u>	<u>98,111</u>	<u>161,800</u>	<u>172,320</u>	<u>199,090</u>	<u>199,090</u>	<u>26,770</u>	<u>182,120</u>
								Percent Budget Change	-8.52%

**VILLAGE OF WESTON  
2015 OPERATING BUDGET REQUEST  
AND 2016 FINANCIAL PLAN  
SUPPLEMENTARY DETAIL SHEET  
FOR STAFFING AND SALARIES**

<b>Department/Office:</b> Clerk's Office/ Human Resources	<b>Budget:</b> Clerk's Office/Elections
<b>Program:</b> General Government	<b>Submitted by:</b> Sherry Weinkauf

POSITION TITLE	STAFFING						SALARIES & WAGES			
	2014 Current		2015 Proposed Budget		2016 Financial Plan					
	Monthly Salary/ Hourly Rate	No.	Monthly Salary/ Hourly Rate	No.	Monthly Salary/ Hourly Rate	No.	Approved Budget for 2014	Current Estimate for 2014	Proposed Budget for 2015	Financial Plan for 2016
<u>FULL TIME</u>										
Village Clerk/Human Resource Director	\$4,940	1.00	\$4,940	1.00	\$4,940	1.00	\$58,090	\$59,508	\$59,508	\$59,508
Admin Specialist (Shared with Comm Devel & Utilities)	18.50/Hr.	0.06	--	-	--	-	5,400	2,313	0	0
Admin Specialist	15.77/Hr.	0.94	15.77/Hr.	0.94	15.77/Hr.	0.94	30,045	32,035	31,035	31,035
Utility Clerk (Shared with Utilities)	20.85/Hr.	0.01	--	-	--	-	460	292	0	0
Communications Specialist (Shared with Com Dev. & Administrator)	15.00/Hr.	-	--	-	--	-	1,545	0	0	0
Admin Specialist (Utilities & Bldg. Insp.)	15.77/Hr.	0.46	15.77/Hr.	0.62	15.77/Hr.	0.62	7,890	16,139	20,343	20,343
Clerk (for Dec. - Feb.) (Shared with Finance, Parks, & Streets)	20.28/Hr.	0.05	20.28/Hr.	0.05	20.28/Hr.	0.05	2,660	1,947	1,947	1,947
Subtotal		2.52		2.61		2.61	106,090	112,234	112,833	112,833
<u>OTHER COMPENSATION</u>										
None							0	0	0	0
<u>TEMPORARY</u>										
Financial Assistant	15.87/Hr.	-	15.87/Hr.	-	15.87/Hr.	-	0	635	0	1,270
Election Poll Workers (2014: 4 elections) (2015: 2 elections) (2016: 4 elections)							12,940	6,000	4,500	15,000
Less: Admin. Wages to 3 Utility Funds		-0.15		-0.15		-0.15	-8,715	-8,926	-8,926	-8,926
TOTAL	XXX	2.37	XXX	2.46	XXX	2.46	\$110,315	\$109,943	\$108,407	\$120,177

**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>CLERK'S OFFICE / HUMAN RESOURCES</b>									
<b>CLERK'S OFFICE (51420)</b>									
110	Salaries	57,868	31,236	50,582	49,380	50,582	50,582		50,582
120	Hourly Wages	52,448	28,956	47,336	35,200	52,300	52,300		46,702
122	Overtime Wages	0	35	0	0	0	0		0
125	Temporary Wages	0	867	0	0	0	0		0
126	Temporary Wages - Overtime	0	0	0	0	0	0		0
136	Meeting Pay - Clerical	128	40	0	0	0	0		0
139	Bonus/Incentive pay	0	2,000	2,000	0	0	0		0
151	Social Security	8,084	4,451	7,644	6,470	7,871	7,871		7,443
152	Wisconsin Retirement	7,362	4,366	6,994	5,921	6,996	6,996		6,615
154	Health/Dental Insurance	24,218	14,076	21,805	22,298	24,691	24,691		24,656
155	Life Insurance	170	110	173	146	178	178		168
156	Worker's Comp. Ins.	291	166	301	276	277	277		271
157	Education/Training	70	0	100	200	200	200		200
164	Employee Health Tests	0	0	0	0	0	0		0
167	Post Employee Health/Disability	1,319	0	0	529	0	0		608
199	Less: Recycling Wages/Fringes	(1,704)	0	(1,480)	(1,480)	(1,480)	(1,480)		(1,490)
	<b>Personal Services</b>	<b>150,254</b>	<b>86,303</b>	<b>135,455</b>	<b>118,940</b>	<b>141,615</b>	<b>141,615</b>	<b>22,675</b>	<b>135,755</b>
225	Telephone	39	0	25	50	25	25		25
290	Outside Contracted Services - background checks	2,457	2,415	2,480	2,350	2,700	2,700		2,750
	<b>Contractual Services</b>	<b>2,496</b>	<b>2,415</b>	<b>2,505</b>	<b>2,400</b>	<b>2,725</b>	<b>2,725</b>	<b>325</b>	<b>2,775</b>
310	Office Supplies	221	328	375	250	450	450		450
311	Postage	207	160	225	225	250	250		275
312	Outside Printing	30	209	225	40	0	0		0
314	Small Equipment	0	0	0	0	0	0		0
321	Publication Notices	1,364	658	1,000	3,000	2,000	2,000		2,050
324	Membership Dues	275	245	245	300	350	350		350
325	Conferences/Regis. Fees	824	639	650	2,050	2,050	2,050		2,050
334	Commercial Travel Expenses	51	0	0	200	0	0		0
335	Meeting Expense	0	12	60	0	100	100		100
336	Lodging	1,224	0	0	2,300	2,300	2,300		2,400
351	Repairs/Maint/Gasoline	57	0	0	0	0	0		0
	<b>Supplies &amp; Materials</b>	<b>4,253</b>	<b>2,251</b>	<b>2,780</b>	<b>8,365</b>	<b>7,500</b>	<b>7,500</b>	<b>(865)</b>	<b>7,675</b>
	<b>CLERK'S OFFICE</b>	<b>157,003</b>	<b>90,969</b>	<b>140,740</b>	<b>129,705</b>	<b>151,840</b>	<b>151,840</b>	<b>22,135</b>	<b>146,205</b>

**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>PERSONNEL / HUMAN RESOURCES (51430)</b>									
156	Worker's Comp. Ins.	0	0	0	0	0	0		0
156	Worker's Comp. Ins.-other depts.	0	0	0	0	0	0		0
157	Education & Training	0	0	50	150	150	150		150
158	Unemployment Comp.	0	0	1,500	1,500	1,500	1,500		1,500
	-new fee passed on by state								
163	Cafeteria Plan/Employee Benefits	1,049	562	700	1,200	800	800		825
	<b>Personal Services</b>	<b>1,049</b>	<b>562</b>	<b>2,250</b>	<b>2,850</b>	<b>2,450</b>	<b>2,450</b>	<b>(400)</b>	<b>2,475</b>
212	Legal Fees	0	0	0	0	0	0		0
225	Telephone	0	0	0	0	0	0		0
290	Purchased Services	0	0	0	0	25,000	25,000		0
	-County Personnel Training Program for Managers								
	<b>Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>
323	Subscriptions-Tax/Law/Other	24	0	50	50	50	50		50
324	Membership Dues/HR Consulting	0	0	0	0	0	0		0
	<b>Supplies &amp; Materials</b>	<b>24</b>	<b>0</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>0</b>	<b>50</b>
	<b>PERSONNEL / HUMAN RES.</b>	<b>1,073</b>	<b>562</b>	<b>2,300</b>	<b>2,900</b>	<b>27,500</b>	<b>27,500</b>	<b>24,600</b>	<b>2,525</b>
<b>ELECTIONS (51440)</b>									
120	Hourly Wages	1,468	761	3,390	12,795	1,025	1,025		6,623
122	Overtime Wages	0	0	0	0	0	0		0
125	Temporary Wages-Regular	3,356	1,565	6,635	12,940	4,500	4,500		16,270
151	Social Security	113	55	308	979	79	79		603
152	Wisconsin Retirement	98	53	237	896	70	70		450
154	Health/Dental Insurance	214	152	737	3,189	159	159		1,607
155	Life Insurance	2	1	3	22	2	2		7
156	Worker's Comp. Ins.	13	24	30	84	15	15		64
167	Post Employee Health/Disability	22	0	0	80	0	0		41
	<b>Personal Services</b>	<b>5,286</b>	<b>2,611</b>	<b>11,340</b>	<b>30,985</b>	<b>5,850</b>	<b>5,850</b>	<b>(25,135)</b>	<b>25,665</b>
242	Repairs/Maint.-Mach./Equipment	0	2,420	2,420	2,600	2,600	2,600		2,650
	<b>Contractual Services</b>	<b>0</b>	<b>2,420</b>	<b>2,420</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>	<b>0</b>	<b>2,650</b>
310	Office Supplies	517	828	2,000	2,000	1,000	1,000		2,000
311	Postage	149	155	1,500	2,300	500	500		1,550
312	Outside Printing	335	279	800	1,120	500	500		900
314	Small Equipment	0	93	100	0	0	0		0
321	Publication Notices	180	194	600	710	300	300		625
	<b>Supplies &amp; Materials</b>	<b>1,181</b>	<b>1,549</b>	<b>5,000</b>	<b>6,130</b>	<b>2,300</b>	<b>2,300</b>	<b>(3,830)</b>	<b>5,075</b>
819	Capital Equipment - Voting Booths	0	0	0	0	9,000	9,000		0
	<b>Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>0</b>
	<b>ELECTIONS</b>	<b>6,467</b>	<b>6,580</b>	<b>18,760</b>	<b>39,715</b>	<b>19,750</b>	<b>19,750</b>	<b>(19,965)</b>	<b>33,390</b>
<b>CLERK'S OFFICE /</b>									
<b>HUMAN RESOURCES / ELECTIONS</b>		<b>164,543</b>	<b>98,111</b>	<b>161,800</b>	<b>172,320</b>	<b>199,090</b>	<b>199,090</b>	<b>26,770</b>	<b>182,120</b>
								<b>Percent Budget Change</b>	<b>15.54%</b>
									<b>-8.52%</b>



# GENERAL GOVERNMENT FINANCE

## Goal/Responsibility:

-The Finance Director has control over the Village fiscal operations. The Finance Department maintains the financial systems for all Village funds. The Department prepares various Village budgets, including operating and 5-year capital improvements program budgets. Reports are handed out to the Village Board and Finance Committee every month so they know where the Village is from a budget status perspective and a financial position.

- When the Village needs to borrow money, the Finance Department works with the financial advisor and sees the process through. At year-end, the Department works and directs the independent audit process and submits the necessary reports to the State agencies.

- In the months of December and January, the Department is responsible for the collection of the local property taxes. The Department works with various banks and ensures that all money is collected and properly invested until it distributes the funds to the various taxing jurisdictions.

## Budget Summary

	2013 ACTUAL	2014 ESTIMATE	2015 PROPOSED BUDGET	2016 FINANCIAL PLAN
<b>Finance</b>				
Personal Services	\$ 141,343	\$ 137,800	\$ 132,850	\$ 134,190
Contractual Services	8,879	8,895	9,220	9,220
Supplies & Materials	10,800	10,785	14,210	13,810
Capital Outlay	0	0	0	0
<b>Totals</b>	<b>\$ 161,022</b>	<b>\$ 157,480</b>	<b>\$ 156,280</b>	<b>\$ 157,220</b>

	2013 ACTUAL	2014 ESTIMATE	2015 PROPOSED BUDGET	2016 FINANCIAL PLAN
<b>Risk Management</b>				
Personal Services	\$ 830	\$ 850	\$ 870	\$ 890
Contractual Services	55,479	66,110	72,480	78,980
<b>Totals</b>	<b>\$ 56,309</b>	<b>\$ 66,960</b>	<b>\$ 73,350</b>	<b>\$ 79,870</b>

	2013 Positions (FTE)	2014 Positions (FTE)	2015 Positions (FTE)	2016 Positions (FTE)
Finance	2.18	1.49	1.40	1.40

**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>FINANCE ADMINISTRATION/AUDIT/TAX COLLECTION</b>									
	<u>Personal Services/Wages-Fringe Benefits</u>	141,343	82,197	137,800	130,415	132,850	132,850	2,435	134,190
								Percent Budget Change	1.87%
									1.01%
	<u>All Other Categories</u>	19,679	8,826	19,680	23,005	23,430	23,430	425	23,030
								Percent Budget Change	1.85%
									-1.71%
	<u>TOTAL FINANCE ADMIN./AUDIT/TAX COLL.</u>	<u>161,022</u>	<u>91,023</u>	<u>157,480</u>	<u>153,420</u>	<u>156,280</u>	<u>156,280</u>	<u>2,860</u>	<u>157,220</u>
								Percent Budget Change	1.86%
									0.60%
<b>RISK MANAGEMENT</b>									
	<u>Personal Services/Wages-Fringe Benefits</u>	830	0	850	870	870	870	0	890
								Percent Budget Change	0.00%
									0.00%
	<u>All Other Categories</u>	55,479	76,577	66,110	66,580	72,480	72,480	5,900	78,980
								Percent Budget Change	8.86%
									8.97%
	<u>TOTAL RISK MANAGEMENT</u>	<u>56,309</u>	<u>76,577</u>	<u>66,960</u>	<u>67,450</u>	<u>73,350</u>	<u>73,350</u>	<u>5,900</u>	<u>79,870</u>
								Percent Budget Change	8.75%
									8.89%
<b>COMBINED - GRAND TOTALS</b>									
	<u>Personal Services/Wages-Fringe Benefits</u>	142,173	82,197	138,650	131,285	133,720	133,720	2,435	135,080
								Percent Budget Change	1.85%
									1.02%
	<u>All Other Categories</u>	75,158	85,403	85,790	89,585	95,910	95,910	6,325	102,010
								Percent Budget Change	7.06%
									6.36%
	<u>COMBINED - GRAND TOTALS</u>	<u>217,331</u>	<u>167,600</u>	<u>224,440</u>	<u>220,870</u>	<u>229,630</u>	<u>229,630</u>	<u>8,760</u>	<u>237,090</u>
								Percent Budget Change	3.97%
									3.25%

**VILLAGE OF WESTON  
2015 OPERATING BUDGET REQUEST  
AND 2016 FINANCIAL PLAN  
SUPPLEMENTARY DETAIL SHEET  
FOR STAFFING AND SALARIES**

<b>Department/Office:</b> Finance	<b>Budget:</b> Finance/Tax Collection
<b>Program:</b> General Government	<b>Submitted by:</b> John Jacobs

POSITION TITLE	STAFFING						SALARIES & WAGES			
	2014 Current		2015 Proposed Budget		2016 Financial Plan					
	Monthly Salary/ Hourly Rate	No.	Monthly Salary/ Hourly Rate	No.	Monthly Salary/ Hourly Rate	No.	Approved Budget for 2014	Current Estimate for 2014	Proposed Budget for 2015	Financial Plan for 2016
<u>FULL TIME</u>										
Finance Director/ Treasurer (70%-Village, 15%-Water, 15%-Sewer)	\$7,503	1.00	\$7,503	1.00	\$7,503	1.00	\$90,390	\$90,390	\$90,390	\$90,390
Deputy Finance Director (70%-Village, 15%-Water, 15%-Sewer)	4,680	1.00	4,680	1.00	4,680	1.00	55,380	56,376	56,376	56,376
Admin Specialist (Shared with Clerk's Office)	15.77/Hr.	0.20	15.77/Hr.	0.11	15.77/Hr.	0.11	5,010	6,915	3,469	3,469
Clerk (for Dec. - Feb.) (Shared with Clerk's Office, Streets, & Parks)	20.28/Hr.	0.09	20.28/Hr.	0.09	20.28/Hr.	0.09	3,605	3,650	3,650	3,650
Subtotal		2.29		2.20		2.20	154,385	157,331	153,885	153,885
<u>TEMPOARY</u>										
Accounting Assistant	15.87/Hr.	-	15.87/Hr.	-	15.87/Hr.	0.00	13,205	13,204	13,204	13,204
Subtotal before Wage Distribution to Utility & TIF Funds		2.29		2.20		2.20	167,590	170,535	167,089	167,089
<u>Less:</u>										
Wages to Water & Sewer Utility Funds		-0.60		-0.60		-0.60	-43,730	-44,028	-44,028	-44,028
Wages to TIF Funds		-0.20		-0.20		-0.20	-14,580	-14,676	-14,680	-14,680
<b>TOTAL</b>	<b>XXX</b>	<b>1.49</b>	<b>XXX</b>	<b>1.40</b>	<b>XXX</b>	<b>1.40</b>	<b>\$109,280</b>	<b>\$111,831</b>	<b>\$108,381</b>	<b>\$108,381</b>

**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>FINANCE</b>									
<b>FINANCE ADMINISTRATION (51520)</b>									
110	Salaries	92,930	50,011	88,062	87,460	88,058	88,058		88,058
120	Hourly Wages	20,168	9,828	3,154	14,190	0	0		0
122	Overtime Wages	0	0	0	0	0	0		0
125	Temporary Wages	0	1,293	13,204	0	13,204	13,204		13,204
151	Social Security	8,504	4,468	7,988	7,776	7,746	7,746		7,746
152	Wisconsin Retirement	6,902	3,698	6,385	6,191	5,988	5,988		5,988
154	Health/Dental Insurance	4,530	7,236	11,825	6,296	11,010	11,010		11,629
155	Life Insurance	203	87	158	151	152	152		152
156	Worker's Comp. Ins.	298	155	314	333	272	272		283
164	Employee Health Tests	0	0	50	50	50	50		50
167	Post Employment Health/Disability	790	0	0	553	0	0		550
199	Less: Recycling Wages/Fringes	(3,416)	0	(3,720)	(3,720)	(3,720)	(3,720)		(3,720)
	<b>Personal Services</b>	<b>130,909</b>	<b>76,776</b>	<b>127,420</b>	<b>119,280</b>	<b>122,760</b>	<b>122,760</b>	<b>3,480</b>	<b>123,940</b>
225	Telephone	44	0	60	70	70	70		70
242	Repairs/Maint. - Office Equipment	0	0	0	0	0	0		0
	<b>Contractual Services</b>	<b>44</b>	<b>0</b>	<b>60</b>	<b>70</b>	<b>70</b>	<b>70</b>	<b>0</b>	<b>70</b>
310	Office Supplies	1,197	708	1,000	1,100	1,100	1,100		1,100
311	Postage	76	53	100	120	120	120		120
312	Outside Printing	473	396	500	500	500	500		500
314	Small Equipment	99	443	450	100	500	500		100
317	Bank Service Charges	79	44	100	100	100	100		100
322	Subscriptions-Newspapers/Periodica	0	0	0	0	0	0		0
323	Books & Periodicals	0	0	0	100	100	100		100
324	Membership Dues	410	430	430	450	450	450		450
325	Conferences/Regis. Fees	1,085	490	700	1,400	1,400	1,400		1,400
334	Commercial Travel Expenses	479	397	480	600	600	600		600
335	Meeting Expenses	10	0	0	0	0	0		0
336	Lodging	1,151	473	475	1,800	1,800	1,800		1,800
351	Repair/Maint Supplies - Gasoline	0	0	100	300	300	300		300
398	Cash Over or Short	0	0	0	0	0	0		0
	<b>Supplies &amp; Materials</b>	<b>5,059</b>	<b>3,434</b>	<b>4,335</b>	<b>6,570</b>	<b>6,970</b>	<b>6,970</b>	<b>400</b>	<b>6,570</b>
809	Capital Equip-Computer Equip	0	0	0	0	0	0		0
810	Misc. Equipment Outlay	0	0	0	0	0	0		0
	<b>Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>FINANCE ADMINISTRATION</b>	<b>136,012</b>	<b>80,210</b>	<b>131,815</b>	<b>125,920</b>	<b>129,800</b>	<b>129,800</b>	<b>3,880</b>	<b>130,580</b>
<hr/>									
<b>FINANCIAL AUDIT / BUDGET EXPS. (51521)</b>									
213	Auditing Fees-Regular Audit	8,400	3,725	8,400	8,700	8,700	8,700		8,700
290	Purchased Services	435	435	435	450	450	450		450
	<b>Contractual Services</b>	<b>8,835</b>	<b>4,160</b>	<b>8,835</b>	<b>9,150</b>	<b>9,150</b>	<b>9,150</b>	<b>0</b>	<b>9,150</b>
310	Office Supplies	4	0	0	50	50	50		50
311	Postage	0	0	0	40	40	40		40
312	Outside Printing	0	0	0	150	150	150		150
314	Small Equipment	0	0	0	0	0	0		0
321	Publication Notices	737	0	1,000	1,000	1,000	1,000		1,000
324	Membership Dues - GASB	0	0	0	0	0	0		0
	<b>Supplies &amp; Materials</b>	<b>741</b>	<b>0</b>	<b>1,000</b>	<b>1,240</b>	<b>1,240</b>	<b>1,240</b>	<b>0</b>	<b>1,240</b>
	<b>FIN. AUDIT / BUDGET EXPS.</b>	<b>9,576</b>	<b>4,160</b>	<b>9,835</b>	<b>10,390</b>	<b>10,390</b>	<b>10,390</b>	<b>0</b>	<b>10,390</b>

**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>TAX COLLECTION (51522)</b>									
120	Hourly Wages	7,008	3,714	7,411	7,630	7,119	7,119		7,119
122	Overtime Wages	36	0	0	0	0	0		0
125	Temporary Wages	935	333	0	0	0	0		0
151	Social Security	588	296	566	584	544	544		544
152	Wisconsin Retirement	473	279	519	534	484	484		484
154	Health/Dental Insurance	1,095	597	1,853	2,301	1,912	1,912		2,025
155	Life Insurance	11	5	9	13	12	12		14
156	Worker's Comp. Ins.	199	197	22	25	19	19		20
167	Post Employment Health/Disability	89	0	0	48	0	0		44
	<b>Personal Services</b>	<b>10,434</b>	<b>5,421</b>	<b>10,380</b>	<b>11,135</b>	<b>10,090</b>	<b>10,090</b>	<b>(1,045)</b>	<b>10,250</b>
290	Purchased Services	0	0	0	0	0	0		0
	<b>Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
310	Office Supplies	0	0	150	175	200	200		200
311	Postage	3,530	918	3,700	4,000	4,000	4,000		4,000
312	Outside Printing	1,130	315	1,600	1,800	1,800	1,800		1,800
314	Small Equipment	0	0	0	0	0	0		0
322	Other Supplies - all other	0	0	0	0	0	0		0
332	Employee Auto Reimbursement	0	0	0	0	0	0		0
391	Other Supplies	340	0	0	0	0	0		0
398	Cash Over & Short	0	(1)	0	0	0	0		0
	<b>Supplies &amp; Materials</b>	<b>5,000</b>	<b>1,232</b>	<b>5,450</b>	<b>5,975</b>	<b>6,000</b>	<b>6,000</b>	<b>25</b>	<b>6,000</b>
810	Misc. Equipment Outlay	0	0	0	0	0	0		0
813	Office Equipment Outlay	0	0	0	0	0	0		0
	<b>Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TAX COLLECTION</b>	<b>15,434</b>	<b>6,653</b>	<b>15,830</b>	<b>17,110</b>	<b>16,090</b>	<b>16,090</b>	<b>(1,020)</b>	<b>16,250</b>
<hr/>									
<b>RISK MANAGEMENT / INSURANCE (51540)</b>									
156	Worker's Comp. Ins./Terrorism Risk	830	0	850	870	870	870		890
	<b>Personal Services</b>	<b>830</b>	<b>0</b>	<b>850</b>	<b>870</b>	<b>870</b>	<b>870</b>	<b>0</b>	<b>890</b>
511	Insurance-Buildings	8,324	26,448	16,500	16,500	18,000	18,000		19,500
512	Insurance-Vehicles/Equipment	16,693	17,527	17,000	17,500	18,500	18,500		20,000
513	Insurance-Public Liability	26,447	29,246	29,250	27,800	32,200	32,200		35,400
515	Insurance-Boiler	2,568	0	1,910	3,000	2,100	2,100		2,300
519	Insurance-All Other	81	81	80	80	80	80		80
521	Officials Bonds	1,366	3,275	1,370	1,500	1,400	1,400		1,500
522	Employee Bonds	0	0	0	200	200	200		200
	<b>Insurance</b>	<b>55,479</b>	<b>76,577</b>	<b>66,110</b>	<b>66,580</b>	<b>72,480</b>	<b>72,480</b>	<b>5,900</b>	<b>78,980</b>
	<b>RISK MANAGEMENT / INSUR.</b>	<b>56,309</b>	<b>76,577</b>	<b>66,960</b>	<b>67,450</b>	<b>73,350</b>	<b>73,350</b>	<b>5,900</b>	<b>79,870</b>
<hr/>									
<b>FINANCE</b>		<b>217,331</b>	<b>167,600</b>	<b>224,440</b>	<b>220,870</b>	<b>229,630</b>	<b>229,630</b>	<b>8,760</b>	<b>237,090</b>
								<b>Percent Budget Change</b>	<b>3.97%</b>
									<b>3.25%</b>

GENERAL GOVERNMENT  
MUNICIPAL COURT

**Goal/Responsibility:**

Municipal Court is a joint effort between the City of Schofield, the Village of Weston, and the Town of Weston. It provides judgment in cases involving violations of City, Village, and Town ordinances. The judge residing is elected and appoints the court clerk. The office collects all fines for the municipalities, and then distributes the monies accordingly.

Budget Summary

	2013	2014	2015	2016
<b>Municipal Court</b>	<b>ACTUAL</b>	<b>ESTIMATE</b>	<b>PROPOSED BUDGET</b>	<b>FINANCIAL PLAN</b>
Personal Services	\$85,151	\$68,910	\$68,056	\$68,056
Contractual Services	6,231	3,395	3,020	3,020
Supplies & Materials	2,803	2,930	5,113	5,125
Capital Outlay	0	0	0	0
<b>Totals</b>	<b>\$94,185</b>	<b>\$75,235</b>	<b>\$76,189</b>	<b>\$76,201</b>

	2013	2014	2015	2016
	Positions (FTE)	Positions (FTE)	Positions (FTE)	Positions (FTE)
Municipal Court	2.00	2.00	2.00	2.00

**JOINT MUNICIPAL COURT  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
MUNICIPAL COURT									
<u>Personal Services/Wages-Fringe Benefits</u> (Less Training)		84,526	39,613	68,025	68,855	68,056	68,056	(799)	68,056
						Percent Budget Change		-1.16%	0.00%
<u>All Other Categories + Training</u>		9,659	3,365	7,210	7,815	8,133	8,133	318	8,145
						Percent Budget Change		4.07%	0.15%
<u>TOTAL MUNICIPAL COURT</u>		<u>94,185</u>	<u>42,978</u>	<u>75,235</u>	<u>76,670</u>	<u>76,189</u>	<u>76,189</u>	<u>(481)</u>	<u>76,201</u>
						Percent Budget Change		-0.63%	0.02%
VILLAGE ATTORNEY / VILLAGE ASSESSOR									
<u>All Other Categories + Training</u>		74,382	62,267	79,170	61,060	70,470	70,470	9,410	70,420
						Percent Budget Change		15.41%	-0.07%
COMBINED - GRAND TOTALS		<u>74,382</u>	<u>62,267</u>	<u>79,170</u>	<u>61,060</u>	<u>70,470</u>	<u>70,470</u>	<u>9,410</u>	<u>70,420</u>
						Percent Budget Change		15.41%	-0.07%

**JOINT MUNICIPAL COURT  
2015 OPERATING BUDGET REQUEST  
AND 2016 FINANCIAL PLAN  
SUPPLEMENTARY DETAIL SHEET  
FOR STAFFING AND SALARIES**

<b>Department/Office:</b> Municipal Court	<b>Budget:</b> Municipal Court
<b>Program:</b> General Government	<b>Submitted by:</b> Judge Kristine Weirauch

POSITION TITLE	STAFFING						SALARIES & WAGES			
	2014 Current		2015 Prop. Budget		2016 Financial Plan					
	Monthly Salary/ Hourly Rate	No.	Monthly Salary/ Hourly Rate	No.	Monthly Salary/ Hourly Rate	No.	Approved Budget for 2014	Current Estimate for 2014	Proposed Budget for 2015	Financial Plan for 2016
<u>PART TIME</u>										
Municipal Court Judge	\$917	1	\$917	1	\$917	1	\$11,000	\$11,000	\$11,000	\$11,000
Substitute Court Judge	--	-	--	-	--	-	300	300	300	300
<u>FULL TIME</u>										
Court Clerk	17.00 - 17.50/Hr.	1	17.50/Hr.	1	17.50/Hr.	1	36,625	37,527	36,540	36,540
		2		2		2	47,925	48,827	47,840	47,840
<u>OTHER COMPENSATION</u>										
Overtime Pay - Clerk (2014: 0 estimate hours) (2015: 0 budgeted hours) (2016: 0 plan hours)							0	0	0	0
							0	0	0	0
<b>TOTAL</b>	<b>XXX</b>	<b>2</b>	<b>XXX</b>	<b>2</b>	<b>XXX</b>	<b>2</b>	<b>\$47,925</b>	<b>\$48,827</b>	<b>\$47,840</b>	<b>\$47,840</b>



**JOINT MUNICIPAL COURT  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>MUNICIPAL COURT</b>									
<b>SCHOFIELD / WESTON MUNICIPAL COURT (51210)</b>									
<i>Serving the communities of the City of Schofield, Town of Weston, and Village of Weston:</i>									
110	Salaries (Judge)	11,054	7,334	11,000	11,000	11,000	11,000		11,000
110	Salaries (Substitute Judge)	0	0	300	300	300	300		300
120	Hourly Wages (Court Clerk)	40,257	22,408	37,240	36,625	36,540	36,540		36,540
122	Overtime Wages	870	102	200	0	0	0		0
131	Sick Time Payout	13,680	0	0	0	0	0		0
132	Vacation Payout	6,080	0	0	0	0	0		0
133	Longevity Pay (Court Clerk)	480	0	0	0	0	0		0
151	Social Security	3,939	2,127	3,729	3,664	3,660	3,660		3,660
152	Wisconsin Retirement	2,745	1,579	2,621	2,564	2,485	2,485		2,485
154	Health/Dental Insurance	4,680	5,893	12,743	14,200	13,875	13,875		13,875
155	Life Insurance	69	122	65	116	63	63		63
156	Worker's Comp. Ins.	191	48	127	157	133	133		133
157	Education/Training (Judge)	625	625	625	625	0	0		0
157	Education/Training (Clerk)	0	260	260	300	0	0		0
167	Post Employee Health/Disability	481	0	0	229	0	0		0
	<b>Personal Services</b>	<b>85,151</b>	<b>40,498</b>	<b>68,910</b>	<b>69,780</b>	<b>68,056</b>	<b>68,056</b>	<b>(1,724)</b>	<b>68,056</b>
213	Accounting & Auditing Fees	1,700	0	0	0	0	0		
225	Telephone	1,497	0	1,500	1,500	1,100	1,100		1,100
249	Sundry Repairs	0	16	100	100	100	100		100
280	Copier Lease/Maint.	204	70	220	220	220	220		220
284	Internet/Email Services	39	0	40	40	50	50		50
287	Computer Maint. Services	750	750	750	750	750	750		750
290	Outside Services	1,966	375	500	500	500	500		500
	<b>Contracted Services</b>	<b>6,156</b>	<b>1,211</b>	<b>3,110</b>	<b>3,110</b>	<b>2,720</b>	<b>2,720</b>	<b>(390)</b>	<b>2,720</b>
310	Office Supplies	472	209	400	600	688	688		600
311	Postage & Box Rental	1,125	0	1,000	1,000	1,000	1,000		1,000
312	Outside Printing	795	0	700	700	800	800		900
314	Small Equipment	100	0	0	0	100	100		100
323	Subscriptions-Tax/Law/Other	72	72	100	100	100	100		100
324	Membership Dues	140	140	140	200	200	200		200
325	Conferences/Regis. Fees	0	0	0	20	925	925		925
332	Employee Auto Allowance Exp.	36	129	130	300	300	300		300
334	Commercial Travel Expenses	33	7	10	180	200	200		200
335	Meeting Expenses	0	0	0	100	100	100		100
336	Lodging	0	210	210	300	500	500		500
355	Repair/Maint - Plumbing/Elect	0	207	210	100	100	100		100
390	Other Supplies	30	10	30	100	100	100		100
	<b>Supplies &amp; Materials</b>	<b>2,803</b>	<b>984</b>	<b>2,930</b>	<b>3,700</b>	<b>5,113</b>	<b>5,113</b>	<b>1,413</b>	<b>5,125</b>
521	Insurance-Officials Bonds	75	285	285	80	300	300		300
	<b>Fixed Costs</b>	<b>75</b>	<b>285</b>	<b>285</b>	<b>80</b>	<b>300</b>	<b>300</b>	<b>220</b>	<b>300</b>
<b>Grand Total (All Municipalities)</b>		<b>94,185</b>	<b>42,978</b>	<b>75,235</b>	<b>76,670</b>	<b>76,189</b>	<b>76,189</b>	<b>(481)</b>	<b>76,201</b>
								<b>Percent Budget Change</b>	<b>-0.63%</b>

**MUNICIPAL COURT - Allocation between Communities**

	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2015 PROPOSED BUDGET
City of Schofield - Allocated %	24.51%	21.50%	21.50%	21.50%	26.63%	26.63%		26.63%
City of Schofield - AMOUNT	\$23,085	\$9,240	\$16,176	\$16,484	\$20,290	\$20,290	\$3,806	\$20,291
Town of Weston - Allocated %	2.46%	2.09%	2.09%	2.09%	2.18%	2.18%		2.18%
Town of Weston - AMOUNT	\$2,317	\$898	\$1,572	\$1,602	\$1,660	\$1,660	\$58	\$1,661
Village of Weston - Allocated %	73.03%	76.41%	76.41%	76.41%	71.19%	71.19%		71.19%
Village of Weston - AMOUNT	\$68,783	\$32,840	\$57,487	\$58,584	\$54,239	\$54,239	(\$4,345)	\$54,247

**Schofield/Weston Municipal Court  
1995-2013 Municipal Court Citations**

	<u>City of Schofield</u>	<u>% share</u>	<u>Village of Weston</u>	<u>% share</u>	<u>Town of Weston</u>	<u>% share</u>	<u>GRAND TOTAL</u>
<b><u>Municipal Court Citations:</u></b>							
1995	614	39.64%	-	-	935	60.36%	1,549
1996	716	39.62%	1,058	58.55% est. dist.	33	1.83%	1,807
1997	742	36.34%	1,261	61.75%	39	1.91%	2,042
1998	484	33.15%	927	63.49%	49	3.36%	1,460
1999	466	27.14%	1,176	68.49%	75	4.37%	1,717
2000	623	33.01%	1,215	64.39%	49	2.60%	1,887
2001	506	30.67%	1,075	65.15%	69	4.18%	1,650
2002	701	28.29%	1,711	69.05%	66	2.66%	2,478
2003	712	29.47%	1,641	67.92%	63	2.61%	2,416
2004	886	33.37%	1,669	62.86%	100	3.77%	2,655
2005	485	21.00%	1,745	75.54%	80	3.46%	2,310
2006	648	22.95%	2,099	74.33%	77	2.72%	2,824
2007	554	23.35%	1,745	73.54%	74	3.11%	2,373
2008	454	24.96%	1,308	71.91%	57	3.13%	1,819
2009	448	26.14%	1,209	70.54%	57	3.32%	1,714
2010	425	25.98%	1,149	70.23%	62	3.79%	1,636
2011	539	24.51%	1,606	73.03%	54	2.46%	2,199
2012	544	21.50%	1,933	76.41%	53	2.09%	2,530
2013	611	26.63%	1,633	71.20%	50	2.18%	2,294

**JOINT MUNICIPAL COURT  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>VILLAGE ATTORNEY</b>									
<b>OPERATIONS (51300)</b>									
212-000	Legal Fees - Miscellaneous	31,518	30,448	45,000	30,000	40,000	40,000		40,000
212-902	Legal Fees - Bus referendum	0	2,147	4,000	0	0	0		0
219	Ordinance Maintenance	0	0	0	0	0	0		0
290	Purchased Services	668	0	0	0	0	0		0
	<b>Contractual Services</b>	<b>32,186</b>	<b>32,595</b>	<b>49,000</b>	<b>30,000</b>	<b>40,000</b>	<b>40,000</b>	<b>10,000</b>	<b>40,000</b>
324	Membership Dues	0	0	0	320	320	320		320
	<b>Supplies &amp; Materials</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>320</b>	<b>320</b>	<b>320</b>	<b>0</b>	<b>320</b>
<b>VILLAGE ATTORNEY</b>		<b>32,186</b>	<b>32,595</b>	<b>49,000</b>	<b>30,320</b>	<b>40,320</b>	<b>40,320</b>	<b>10,000</b>	<b>40,320</b>
Percent Budget Change								<b>32.98%</b>	<b>0.00%</b>

**VILLAGE ASSESSOR**

<b>OPERATIONS (51530)</b>									
156	Worker's Comp	105	0	0	0	0	0		0
218	Assessor Contract	51,407	25,875	34,500	35,000	34,500	34,500		34,500
218	Less: Charged to TIF Districts	(11,249)	0	(8,610)	(8,570)	(8,825)	(8,825)		(9,050)
225	Telephone	2	0	20	20	25	25		30
279	State Inspection Fee	3,471	3,299	3,300	3,300	3,400	3,400		3,500
286	Software License Fees	280	195	400	400	400	400		400
287	Computer Maint. Services	175	0	240	240	240	240		260
	<b>Contractual Services</b>	<b>44,191</b>	<b>29,369</b>	<b>29,850</b>	<b>30,390</b>	<b>29,740</b>	<b>29,740</b>	<b>(650)</b>	<b>29,640</b>
310	Office Supplies	0	0	0	0	0	0		0
311	Postage	85	242	260	350	350	350		400
312	Outside Printing	0	61	60	0	60	60		60
314	Small Equipment	0	0	0	0	0	0		0
386	Computer Software Packages	(2,080)	0	0	0	0	0		0
	<b>Supplies &amp; Materials</b>	<b>(1,995)</b>	<b>303</b>	<b>320</b>	<b>350</b>	<b>410</b>	<b>410</b>	<b>60</b>	<b>460</b>
809	Computer Hardware	0	0	0	0	0	0		0
	<b>Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>VILLAGE ASSESSOR</b>		<b>42,196</b>	<b>29,672</b>	<b>30,170</b>	<b>30,740</b>	<b>30,150</b>	<b>30,150</b>	<b>(590)</b>	<b>30,100</b>
Percent Budget Change								<b>-1.92%</b>	<b>-0.17%</b>

**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>CENTRAL SERVICES</b>									
<b>DATA PROCESSING /</b>									
<b>CENTRAL SERVICES (51450)</b>									
157	Education/Training	0	0	0	1,100	0	0		0
	<b>Personal Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,100</b>	<b>0</b>	<b>0</b>	<b>(1,100)</b>	<b>0</b>
214	Data Center Fees	12,400	13,140	13,140	12,800	13,930	13,930		14,770
219	Other Professional Services	0	0	0	0	0	0		0
225	Telephone	743	2,226	3,000	355	2,500	2,500		2,500
242	Other Machinery Repairs	0	0	0	0	0	0		0
249	Sundry Repairs	0	0	0	300	0	0		0
280	Copier Maint. Contract	3,190	2,746	3,600	3,600	3,600	3,600		3,600
281	Postage Meter Lease Contract	1,025	769	1,030	1,100	650	650		650
284	Internet/E-Mail Services	2,458	1,546	2,200	2,270	2,200	2,200		2,200
285	Fiber Optic Fees	0	0	0	0	0	0		0
286	Software License Fees-ADP/Payroll/Village		0	9,000	9,000	10,000	10,000		10,000
286	Software License Fees-NeoGov/Personnel	23,925	13,925	13,925	12,925	13,000	13,000		13,000
286	Software License Fees-All Other	14,436	26,493	29,500	28,000	38,000	38,000		38,000
287	Computer Maintenance Services	0	0	0	0	0	0		0
289	Web Page Services	0	4,290	4,500	4,550	4,730	4,730		4,970
290	Purchased Services-All Other	9,228	909	1,100	1,000	5,000	5,000		5,000
290	Purchased Services-Server/IT Support	1,878	5,089	5,100	2,400	5,000	5,000		2,400
290	Purchased Services-Website Redesign	21,956	0	0	0	5,000	5,000		0
	<b>Contractual Services</b>	<b>91,239</b>	<b>71,133</b>	<b>86,095</b>	<b>78,300</b>	<b>103,610</b>	<b>103,610</b>	<b>25,310</b>	<b>97,090</b>
310	Office Supplies	4,556	5,351	5,400	5,400	5,400	5,400		5,400
311	Postage	3,032	1,612	3,200	3,200	3,200	3,200		3,200
312	Outside Printing	1,179	1,735	2,000	2,000	2,000	2,000		2,000
314	Small Equipment	1,812	317	500	1,000	1,000	1,000		1,000
322	Books and Periodicals	92	260	300	300	300	300		300
326	Advertising	428	362	440	500	460	460		480
327	Public Relation Expenses	0	0	0	0	0	0		0
335	Meeting Expenses	70	0	0	0	0	0		0
386	Other Supplies - Comp Software	105	60	100	0	100	100		100
390	All Other Supplies	57	24	55	300	0	0		0
	<b>Supplies &amp; Materials</b>	<b>11,331</b>	<b>9,721</b>	<b>11,995</b>	<b>12,700</b>	<b>12,460</b>	<b>12,460</b>	<b>(240)</b>	<b>12,480</b>
808	Computer Software-Misc. Upgrades	592	480	500	1,000	1,000	1,000		1,000
808	Computer Software-Civic Accounting Upgrade to Clarity = \$14,000 (Village = \$7,000; Utilities = \$7,000)	0	0	0	0	7,000	7,000		0
809	Computer Hardware-PC Upgrades	54,148	17,273	17,500	10,000	10,000	10,000		10,000
809-314	Computer Hardware-All Other (Server/Network Upgrade in 2013)	0	149	150	0	0	0		0
812	Office Furniture/Furnishings -Booth Displays (2015)	0	3,632	3,630	0	2,500	2,500		0
813	Office Equipment-Copier/Printer	11,040	0	0	0	0	0		0
	<b>Capital Outlay</b>	<b>65,780</b>	<b>21,534</b>	<b>21,780</b>	<b>11,000</b>	<b>20,500</b>	<b>20,500</b>	<b>9,500</b>	<b>11,000</b>
<b>CENTRAL SERVICES</b>		<b>168,350</b>	<b>102,388</b>	<b>119,870</b>	<b>103,100</b>	<b>136,570</b>	<b>136,570</b>	<b>33,470</b>	<b>120,570</b>
								<b>Percent Budget Change</b>	<b>-11.72%</b>

**VILLAGE OF WESTON  
2015 OPERATING BUDGET  
(and 2016 FINANCIAL PLAN)**

ACCOUNT #	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 Y-T-D (at 10/31/14)	2014 ESTIMATE	2014 BUDGET	2015 DEPT. REQUEST	2015 PROPOSED BUDGET	2015 BUDGET CHANGE	2016 FINANCIAL PLAN
<b>MUNICIPAL BUILDING</b>									
<b>OPERATIONS (51600)</b>									
216	Janitorial Services	7,200	7,200	8,400	8,400	8,400	8,400		8,400
221	Water/Sewer/Stormwater	3,484	2,878	3,800	4,400	4,400	4,400		4,400
222	Electricity	15,327	12,249	15,500	16,500	16,500	16,500		17,500
224	Natural Gas	8,460	9,583	12,000	10,000	12,500	12,500		13,000
225	Telephone	6,583	5,758	3,750	3,750	3,750	3,750		3,750
247	Repairs/Maint. - Building	547	536	2,000	2,000	2,000	2,000		2,000
249	Repairs/Maint. - Sundry Repairs	33	0	1,000	1,000	1,000	1,000		1,000
290	Purchased Services	4,042	3,676	5,000	5,000	5,000	5,000		5,000
297	Refuse Collection Services	1,260	975	1,300	1,300	1,351	1,351		1,400
	<b>Contractual Services</b>	<b>46,936</b>	<b>42,855</b>	<b>52,750</b>	<b>52,350</b>	<b>54,901</b>	<b>54,901</b>	<b>2,551</b>	<b>56,450</b>
310	Office Supplies	18	708	710	0	500	500		500
314	Small Equipment	0	199	500	500	500	500		500
344	Janitorial Supplies	2,406	1,778	2,500	2,500	2,500	2,500		2,700
349	Operating Supplies	0	164	200	0	0	0		0
355	Maint Supplies - Plumbing/Elec	751	1,443	1,500	1,000	1,500	1,500		1,500
390	Other Supplies & Expenses	1,903	567	1,500	1,500	1,500	1,500		1,500
397	Less: Administrator Adjustment	0	0	0	0	0	0		0
	<b>Supplies &amp; Materials</b>	<b>5,078</b>	<b>4,859</b>	<b>6,910</b>	<b>5,500</b>	<b>6,500</b>	<b>6,500</b>	<b>1,000</b>	<b>6,700</b>
812	Furniture/Furnishings	11,196	8,612	15,000	0	16,000	16,000		5,000
813	Office Equip.	16,979	216	500	0	0	0		0
819	Capital Equipment - All Other	0	0	0	0	0	0		0
822	Bldg. Improvement - Roof Repairs	0	0	0	0	0	0		0
832	Cap. Improv. - Utility Relocations	950	0	0	0	0	0		0
	<b>Capital Outlay</b>	<b>29,125</b>	<b>8,828</b>	<b>15,500</b>	<b>0</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>5,000</b>
<b>MUNICIPAL BUILDING</b>		<b>81,139</b>	<b>56,542</b>	<b>75,160</b>	<b>57,850</b>	<b>77,401</b>	<b>77,401</b>	<b>19,551</b>	<b>68,150</b>
								<b>Percent Budget Change</b>	<b>33.80%</b>
									<b>-11.95%</b>
<hr/>									
<b>ILLEGAL TAXES / TAX REFUNDS</b>									
<b>TAX REFUNDS (51910)</b>									
399	Miscellaneous Expenses	2,326	425	425	2,500	2,500	2,500		2,500
741	Loss-Bad Debt Expenses	0	0	0	0	0	0		0
	<b>Supplies &amp; Materials</b>	<b>2,326</b>	<b>425</b>	<b>425</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>0</b>	<b>2,500</b>
<b>ILLEGAL TAXES / TAX REFUNDS</b>		<b>2,326</b>	<b>425</b>	<b>425</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>0</b>	<b>2,500</b>
								<b>Percent Budget Change</b>	<b>0.00%</b>
									<b>0.00%</b>